



SOUTH EAST LONDON BRANCH OF THE CAMPAIGN FOR REAL ALE

BRANCH CONSTITUTION

This amended constitution was adopted at the Annual General Meeting held at the Ship, 68 Borough Road SE1 on 23 JANUARY 1996

1. NAME

The name shall be the "SOUTH EAST LONDON BRANCH", hereinafter called "the Branch".

2. OBJECTS

The objects shall be to support the aims and objectives of the Campaign for Real Ale Ltd. (hereinafter called "CAMRA") within the geographical area of all the South East London postal districts except those parts falling within the London Borough of Croydon.

3. REGULATIONS

The Branch shall observe the Regulations for Branches laid down from time to time by the Directors of CAMRA. Decisions of a general meeting of CAMRA or its Directors shall be binding on the Branch providing such regulations are ratified at the next CAMRA Annual General Meeting.

4. MEMBERSHIP

Any member of CAMRA living within the geographical area of the Branch is entitled to be, and any other member of CAMRA may apply to become, a member of the Branch subject to the approval of the Branch Committee who may refuse membership with good cause. Out of Branch-area members shall be provided with proof of Branch membership.

If any member of the Branch shall cease to be a member of CAMRA his or her membership of the Branch shall automatically terminate.

5. OPEN MEETINGS

The Branch shall hold an open meeting at least once in every two calendar months. Any member of CAMRA shall be entitled to attend such open meetings, whether a member of the branch or not, but only Branch members shall be entitled to propose, second or vote on resolutions.

Resolutions passed or approved at such an open meeting shall be binding on the Branch, Branch Committee or Branch officials unless contrary to CAMRA policy or rescinded at the next Branch Annual General Meeting.

6. ANNUAL GENERAL MEETINGS

An Annual General Meeting shall be held once in every year, and fifteen months shall not elapse between one Annual General Meeting and the next. Only members of the Branch and the Directors of CAMRA or their duly appointed representatives shall be entitled to vote at the Branch Annual General Meeting. The business to be conducted at the Annual General Meeting shall include:

The approval of the Accounts of the Branch
The election of the Branch Committee
The appointment of the Branch Auditors

At least 28 days notice of the Annual General Meeting shall be given to all members of the Branch and to the Directors of CAMRA either by post or by a CAMRA publication which in the ordinary course of events will give sufficient notice. A quorum for the Branch Annual General Meeting shall be seven members present, unless otherwise approved by the Directors of CAMRA.

7. SPECIAL GENERAL MEETINGS

A Special General Meeting of the Branch may be called only on the decision of the Branch Committee, or written request signed by seven Branch Members or by the Directors of CAMRA. The Special General Meeting shall be held within three calendar months of such written request being received by the Branch Secretary and at least 28 clear days notice of the Special General Meeting shall be given to all members of the Branch and to the Directors of CAMRA either by post or by a CAMRA publication which in the ordinary course of events will give sufficient notice. Only persons entitled to vote at a Branch Annual General Meeting shall be entitled to vote at a Special General Meeting. A quorum for a Special General Meeting shall be seven members present, unless otherwise approved by the Directors of CAMRA.

8. BRANCH COMMITTEE

The Branch Committee shall consist of a Chairman, a Secretary, a Treasurer, a Membership Secretary and up to six other members, subject to such other guidelines for membership of the Committee as shall have been laid down at an Annual General Meeting of CAMRA. The committee members shall be elected at and hold office from one Branch Annual General Meeting to the next, when they shall be eligible for re-election. Any member of the Branch may serve on the Committee provided that he or she is not already on the Committee of any other branch of CAMRA.

The Branch Committee shall be empowered to fill by co-option from the Branch membership any casual vacancy, which may arise during the year. The Branch Committee shall undertake the general conduct of the affairs of the Branch.

In the event of the resignation of an entire Branch Committee the Directors of CAMRA may appoint such interim officers as may be necessary to manage the affairs of the Branch until a General Meeting of the Branch can be properly convened.

9. COMMITTEE MEETINGS

The Branch Committee shall meet not less than once in every two calendar months and the quorum for such Committee Meetings shall be four members of the Branch Committee.

10. ELECTIONS

Nominations for posts on the Branch Committee shall be in writing, signed by a proposer and a seconder, both of whom shall be members of the Branch, and accompanied by evidence of the willingness of the nominee to stand. Further proposed and seconded nominations, accompanied by evidence of the willingness of the nominee to stand, may be accepted at a Branch Annual General Meeting. The outgoing Branch Committee may propose one or more

members at the Committee Meeting immediately preceding the Annual General Meeting, subject to the willingness of the nominee(s) to stand.

11. FINANCES

The financial year of the Branch shall commence on the first day of December in each year. The assets of the Branch shall be under the control of the Branch Committee and no payments shall be paid out of the Branch monies except by authority of the Branch Committee. The Branch Committee shall ensure that the Treasurer keeps proper Books of Account and that all monies received are placed to the credit of an account in the name of the Branch at such bank as the Committee may from time to time select. All cheques and other orders relating to the bank account shall be signed by two of three members of the Branch Committee (including the Treasurer) appointed by the Committee for that purpose.

All books relating to the finances of the Branch shall be produced to the Directors of CAMRA or their duly appointed representatives on demand, on seven clear days notice to the Branch.

12. AUDIT

The Accounts of the Branch in each year shall be audited by a professional auditor or by two members of CAMRA, neither of whom shall be a member of the Branch Committee nor a Director of CAMRA.

The Accounts drawn up shall include combined Profit & Loss Accounts and Balance Sheets indicating all monies held by the Branch or on behalf of the Branch relating to all activities including beer festivals and publications promoted by the Branch.

Two copies of the audited Accounts shall be lodged with CAMRA at its Registered Office and with the Regional Director in whose region the Branch is situated, within one month of the Annual General Meeting.

13. BYE-LAWS

The Branch Committee shall have the power (unless and until overruled by the Branch in General Meeting) to adopt Bye-Laws for the better furtherance of the objects of the Branch. The Branch Secretary shall maintain a record of such Bye-Laws.

14. WINDING UP

The Branch may be wound up at any time by a Special General Meeting called for that purpose, the business having been notified in the notice convening the same, and upon a resolution to that effect being passed by a majority of at least two thirds of those present and entitled to vote. Upon dissolution the assets shall be used to firstly pay off all proper liabilities of the Branch and any surplus thereafter shall be paid to CAMRA. If the Branch membership falls below 25 the Branch may be wound up.

15. ALTERATION TO CONSTITUTION

This Constitution may be altered only at an Annual General Meeting or Special General Meeting called for the purpose, with the specific alteration having been stipulated in the Notice convening the same and subject to the approval of at least two thirds of those present and entitled to vote.

16. NOTICE

The accidental omission to give notice of any meeting to any person entitled to such notice shall not invalidate any proceedings at that meeting.

SOUTH EAST LONDON BRANCH BYE-LAWS

1 SELECTION OF ENTRIES FOR THE “GOOD BEER GUIDE”

1.1 Criteria:

- 1.1.a Quality of the Beer
- 1.1.b Management/cellar staff at the pub for at least three months at the date of inspection
- 1.1.c No foreseeable adverse changes in the pub character or in management/cellar staff
- 1.1.d Off-licences may be considered subject to the above criteria

1.2 Selection:

- 1.2.a A list of pubs will be proposed by the Branch Committee
- 1.2.b The remainder of the Branch allocation may be recommended by Branch Members at a General Meeting of the Branch and **all** pubs will be subject to a simple majority vote.
- 1.2.c **All** nominations will be subject to inspection, which will be conducted by a person or persons other than the nominator.

2 FINANCIAL SECURITY

- 2.1.a All items of expenditure over £10.00 shall, where practicable, be agreed by the Committee and minuted.
- 2.1.b If such agreement is not practicable, any such items of expenditure must be agreed by the Branch Chairman and/or Branch Treasurer, and minuted at the next Committee Meeting.
- 2.2 Expenses incurred by Committee members shall be submitted with relevant receipts and breakdown of expenditure; subject to approval by the Committee, all expenses will be settled as convenient and no later than the end of each financial year.
- 2.3 Wherever practicable competitive tenders or estimates shall be obtained for all proposed items of expenditure over £100.00
- 2.4 Wherever practicable all agreed items of expenditure shall be cleared by issue of a Branch Cheque.

NOTES TO THE CONSTITUTION

This constitution amends and replaces that adopted at the Special General Meeting held at the Royal George SE1 on 10th April 1989, which itself updated that adopted at the foundation of the Branch at the Lord Derby SE18 on 15th July 1974.

The following addenda to the constitution/bye laws have been adopted by long usage but are not formally part of the constitution:

- 1 Since 1992, the Branch area has included the London Borough of Bromley, as the Bromley branch is in abeyance.
- 2 By convention, the Branch Chairman steps down after the Annual General Meeting following completion of a maximum of three years in the post.